



## THE SENATE

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### ENERGY AND TECHNOLOGY COMMITTEE

SENATOR MIKE NOFS  
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### Senate Committee on Energy and Technology Rules

1. The Senate Committee on Energy and Technology will consist of *nine (9)* members. (2.103)
2. In accordance with Senate rules, the committee shall have a chairperson, majority vice chairperson, and a minority vice chairperson. In the temporary absence of both the chairperson and the majority vice chairperson, the next highest ranking member in attendance shall act as chairperson. (2.105)
3. The committee shall meet upon the call of the chairperson, or upon the written request of a majority of the members of the committee. Such requests must include the date, time, room, location and agenda of the meeting. (2.106)
4. All meetings shall be open to the public and posted at least 18 hours before the meeting. All deliberations and decisions of the committee shall be made at a meeting or public hearing open to the public. (2.107 & MCL 15.261-15.275)
5. For regular meetings, a notice shall be posted within ten (10) days after the first meeting of any legislative year, stating dates, times, and places of the regular meetings. If there is a change in the schedule, a new notice shall be posted within three (3) days after the meeting in which a change is made. (MCL 15.265 (2) & (3))
6. For a rescheduled or special meeting, public notice stating the date, time, room, location, and agenda shall be posted at least 18 hours before the meeting. (MCL 15.265 (4))
7. A meeting which is recessed for more than 36 hours shall be reconvened only after at least 18 hours notice. (MCL 15.265 (5))
8. Copies (7) of a meeting notice, with its date, time, location, and agenda shall be given in writing to the Session Staff who shall time-stamp and distribute to publish it in the Journal, on the Senate Calendar, and post it on the public notice board in the Capitol Building. (2.107)
9. The committee clerk shall be responsible for posting the information contained in the committee notice on the legislative website.

10. A public notice, containing the name, address, and telephone number of the principal office of the committee shall be posted by the Secretary of the Senate's office and the chairperson's office. (MCL 15.264)
11. Upon written request to the committee clerk, any party shall receive a copy of any notice which has been posted. (MCL 15.266)
12. A quorum of committee members shall constitute a meeting (2.201)
13. The committee may meet in closed session to consider material exempt from discussion or disclosure by state or federal statute only after at least a 2/3 roll call vote. (MCL 15.267 & MCL 15.268)
14. For any item considered, at least *one (1)* meeting or hearing will be called at which the public may address the committee on the item. Written testimony is requested and verbal testimony will be limited to *three (3)* minutes or as otherwise determined by the committee chair.
15. A bill or resolution may be placed on the agenda by the chairperson, or by a quorum of the members on the committee.
16. Verbal testimony given before the committee when a quorum is not present shall be included as part of the official record.
17. All testimony shall be to the subject matter noticed by the committee.
18. A vote of the majority of the committee members serving is required to:
  - a. Amend or substitute a bill.
  - b. Report a bill or a resolution out of committee, with or without recommendation.
  - c. Table a bill or a resolution.
  - d. Take a bill or a resolution from the table.
19. A second is not needed for amendments or other motions.
20. The committee clerk shall keep an action journal. (2.202)
21. Minutes shall be available within eight (8) business days of the meeting to which the minutes refer. Approved minutes shall be available within five (5) business days. Corrected minutes shall be available not less than the next subsequent meeting after correction. (2.202)
22. The prior meeting minutes shall be approved at the beginning of the next meeting by voice or roll call vote.
23. Any bill, resolution, or other business reported out of the committee shall be filed with the Secretary of the Senate. (2.203)
24. When a bill is re-referred back to the original committee, all pending amendments, except those originally recommended by that committee, fail unless ordered by the Senate.
25. All official communication from the committee shall be made by the chairperson.
26. Motions made to excuse a Member from attending a committee meeting shall be made by the chairperson.

27. Proxy votes are not acceptable. (2.201)

28. A person shall not be required, as a condition of attendance, to provide his or her name or other information, or to fulfill a condition prior to attendance and shall be excluded only for a breach of peace. (MCL 15.263 (3))

29. No person shall engage in any conduct during a Senate committee meeting which undermines the decorum of the meeting. All individual electronic devices during a committee meeting shall be turned off or left on non-audible alert. Failure to follow a warning issued by the chairperson may result in the device(s) being confiscated upon direction of the committee chairperson for the remainder of the meeting. (2.206)